

MONTANA JOB TRAINING COORDINATING COUNCIL'S

J T P A

JOB TRAINING PARTNERSHIP ACT

ANNUAL REPORT FOR JULY 1, 1990 - JUNE 30, 1991

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SUBMITTED TO GOVERNOR STAN STEPHENS

BY THE MONTANA JOB TRAINING COORDINATING COUNCIL

JACK E. SANDS, CHAIR

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**PREPARED FOR THE COUNCIL BY THE:
RESEARCH, SAFETY AND TRAINING DIVISION
MONTANA DEPARTMENT OF LABOR AND INDUSTRY
MIKE MICONE, COMMISSIONER**

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DEPARTMENT OF LABOR AND INDUSTRY

RESEARCH, SAFETY & TRAINING DIVISION



STAN STEPHENS, GOVERNOR

P.O. BOX 1728

STATE OF MONTANA

(406) 444-4500

HELENA, MONTANA 59624

The Honorable Stan Stephens
Governor, State of Montana
Office of the Governor
Helena, Montana 59620

Dear Governor Stephens:

On behalf of the Montana Job Training Coordinating Council, I'm pleased to submit the Job Training Partnership Act (JTPA) Annual Report of employment and training activities for Program Year 1990 which encompasses the time frame of July 1, 1990 - June 30, 1991.

In Program Year 1990, programs continued to target services to Montanans with barriers to long-term employment. The JTCC made welfare-to-work a special focus for our training and employment programs. This involved a long-term planning approach with participants to identify and break through barriers which keep them on public assistance. Our JTPA programs enabled participants to finish high school, find day care and train for careers.

We appreciate your support as we continue to strive, with a firm commitment to economic development, to provide Montanans with quality statewide JTPA employment and training programs.

Sincerely,

A handwritten signature in cursive script that reads "Jack E. Sands".

Jack E. Sands, Chair
Montana Job Training Coordinating Council



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MONTANA JOB TRAINING COORDINATING COUNCIL

MISSION STATEMENT

The mission of the Montana Job Training Coordinating Council is to develop a coordinated, focused state plan to provide the best possible employment opportunity for untrained workers, dislocated workers, economically disadvantaged individuals and those with multiple barriers to employment through training programs which enhance economic development activities and coordinate with education and human service agencies in the state.

JTCC MEMBERSHIP

Representing Business and Industry:

Jack E. Sands, Chair
Ted Neuman
Marvin McMichael

Representing State Legislature, State Agencies, Local Government and Local Entities:

Chuck Swysgood, State Legislature
John Cobb, State Legislature
M. Colleen Allison, Local Government

Representing Organization Labor, and Community Based Organizations:

Tom Dahl, Labor
Forrest (Buck) Boles, Community Based Organizations
Duane Ankney, Labor

Representing General Public Organizations:

Helen Kellicut

JOB TRAINING COORDINATING COUNCIL MEMBERSHIP LIST

July 1, 1990 - June 30, 1991

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OVERVIEW

JOB TRAINING PARTNERSHIP ACT PROGRAMS

PURPOSE OF JTPA

The Job Training Partnership Act (JTPA) continues a long-standing federal commitment to prepare youth and unskilled adults for entry into the labor force by providing job training to economically disadvantaged individuals and others facing serious barriers to employment. In addition to the economically disadvantaged, the Act provides employment and training services for dislocated and older workers.

The federally funded program, administered by the states, provides the financing and overall framework for JTPA. State and local systems have the authority and flexibility to fund programs that work best in their localities. JTPA is unique amongst federal programs in that it was the first to allow in-depth involvement of the private sector in labor market decision making.

JTPA TITLES

TITLE I sets up the state and local delivery system and addresses general program and administrative issues that delineate the public/private partnership.

TITLE II authorizes funding and sets requirements for Service Delivery Area (SDA) training services for disadvantaged youth and adults. Briefly, Title IIA programs include training programs for adults, youths, displaced homemakers and adults with handicaps. Title IIB pertains to the Summer Youth Employment and Training Program.

TITLE III Economic Dislocation and Worker Adjustment Assistance Act (EDWAA) provides special assistance to dislocated workers.

TITLE IV establishes funding requirements for federally administered programs which serve veterans, Native Americans, migrant workers and Job Corps participants.

TITLE V contains miscellaneous provisions and training-related changes to other federal laws. The purpose of the amendments in Title V is to promote coordination in the employment and training system.

JTPA FUNDING ALLOCATIONS

The U.S. Department of Labor allocates JTPA Title IIA, Title IIB and Title III and Title IVC funds to Montana through the Governor.

ORGANIZATION OF JTPA IN MONTANA

ADMINISTRATION

THE STATE JOB TRAINING COORDINATING COUNCIL

In Montana, as in other states, the governor is responsible for the management and oversight of JTPA programs. The governor makes appointments to a state Job Training Coordinating Council (JTCC), and depends on council members for advice on carrying out the many state functions of JTPA. With a mix of public and private members, and chaired by a private sector representative, the JTCC advises the governor on policy directions and the oversight of JTPA programs.

By law, the JTCC is made up of representatives of private industry, state and local government, organized labor, education, community-based organizations, economic development, public assistance agencies, employment security agencies and the general public.

In addition the JTCC has oversight responsibility for the Governor's 22% Set-Aside programs, 40% EDWAA funding and the State Displaced Homemaker Program. The Set-Aside programs include education coordination, older worker services, and incentive awards and technical assistance to the Service Delivery Areas. To sum, the JTCC:

- Provides oversight of JTPA policies, programs and services;
- Develops and recommends the Governor's Coordination and Special Services Plan;
- Certifies the local Job Training plans;
- Certifies the State Plan developed for the State Employment Services Agency (Job Service);
- Comments on the Carl Perkins Education Plan;
- Comments on the JOBS Plan;
- Assesses employment and training needs and activities in the state;
- Develops linkages with other employment and training organizations;
- Produces this annual report to the governor;
- Reviews plans of all state agencies providing employment, training and related services;
- Recommends substate and service delivery areas
- Recommends variations in performance standards
- Comments and recommends to appropriate legislative body, state and federal agencies on the relevancy and effectiveness of employment and training and related service delivery systems in the state.

STATE JTPA ADMINISTRATIVE ENTITY

The **Research, Safety and Training Division** of the Montana Department of Labor and Industry acts on behalf of the governor as the grant recipient and administrative entity for the 22 percent portion of Title IIA funds and 40% portion of EDWAA administered by the Job Training Coordinating Council. Additionally the Research, Safety and Training Division is authorized to act on behalf of the Governor as oversight entity for the entire EDWAA program.

The role of the Research, Safety and Training Division is to promote effective and efficient delivery of employment, training and related services through the administration and oversight of JTPA activities and the analysis of related human resource needs, priorities and programs. The Research, Safety and Training Division's Apprenticeship and Training Bureau provides staff support to the Job Training Coordinating Council. Staff support includes:

- preparing the Governor's Coordination and Special Services Plan;
- recommending and coordinating state policy implementation;
- ensuring adherence to employment and job training goals;
- requesting and rating Request for Proposals (RFPs);
- negotiating grants with program operators; and
- evaluating employment and training programs in the State.

During PY'90, bureau staff reviewed and evaluated the EDWAA 40% program, 22% funded programs, the IVC Veterans Program, and the State Displaced Homemaker Program. Bureau staff also monitored the Service Delivery Areas' administrative entity, **Montana Job Training Partnership, Inc.** and a sample of their service delivery programs.

Through a Memorandum of Agreement, the Research, Safety and Training Division's Research and Analysis Bureau gathered, analyzed and published labor market information (LMI) vital for the effective design of job training programs for PY'90.

Also in PY'90 a new statewide Management Information System (MIS) was established in Montana to standardize the JTPA participant reporting system for the State and SDAs as an aid in program management. The system allows for quick access to participant data. Reports and data queries can be quickly produced for better management of the JTPA program.

SERVICE DELIVERY AREAS (SDAS)

The governor, with the advice of the JTCC, designates the division of geographic regions within Montana for distribution and administration of JTPA Title II funds. These regions are called Service Delivery Areas (SDAs), and over three-fourths (almost 85%) of Title II and Title III funds are passed directly to them.

Montana has two SDAs: the Concentrated Employment Program (CEP), and the Balance of State (BOS). Each is guided by a Council of Commissioners and a Private Industry Council (PIC).

Montana's Service Delivery Areas are also designated as Substate Areas (SSAs) and have additional responsibility of administering a portion of the Title III Dislocated Worker funds.

PRIVATE INDUSTRY COUNCILS (PIC)

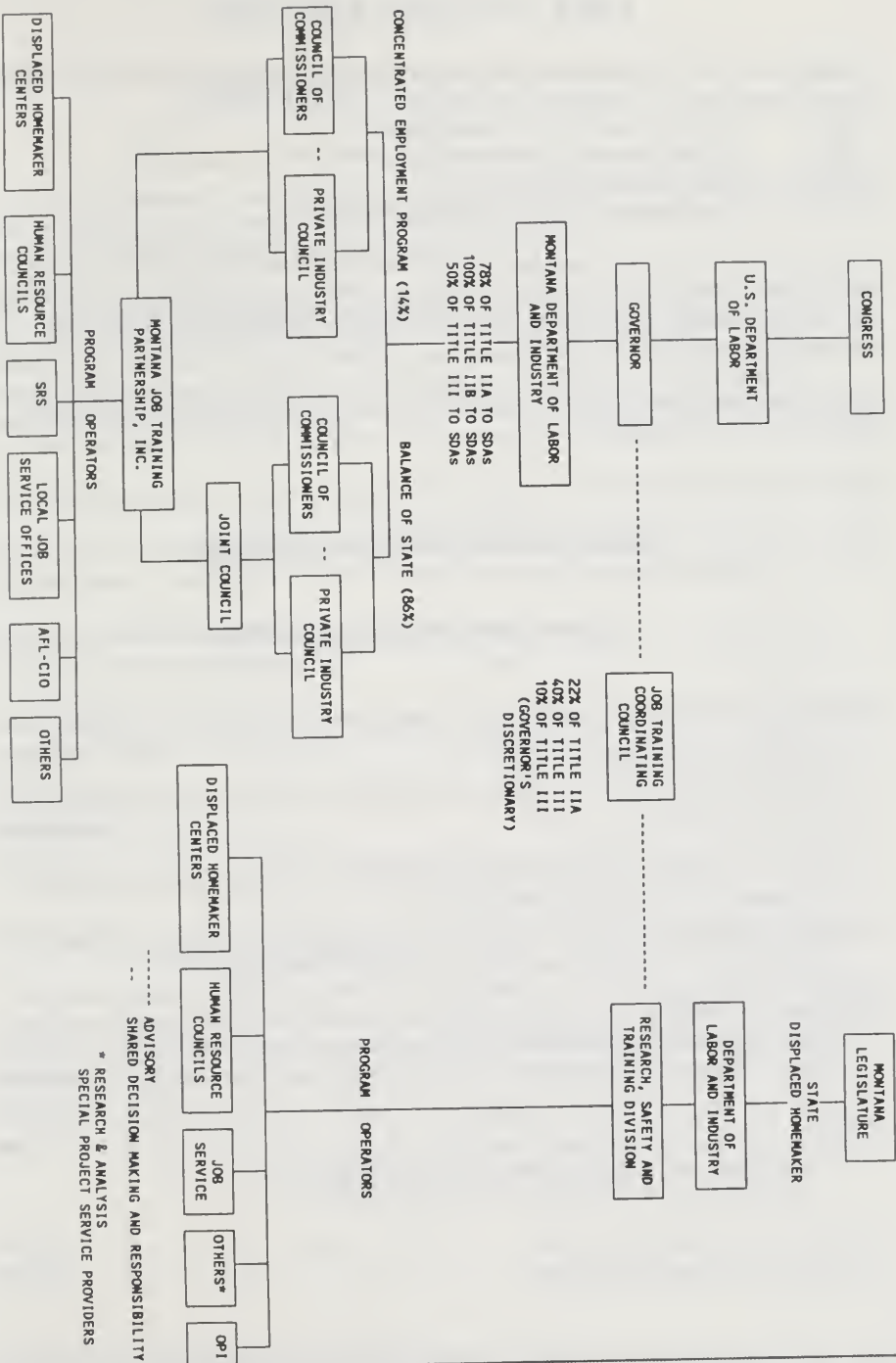
The purpose of a PIC is to recommend and provide policy guidance and exercise oversight with respect to activities carried out by the SDA. This oversight is carried out in partnership with local governments. The PIC is an important partner in JTPA decision making in the private sector.

Private Industry Council membership consists of representatives from the private sector, education, organized labor, rehabilitation agencies, community-based organizations, economic development agencies, and the public employment service.

SERVICE DELIVERY AREA ADMINISTRATIVE ENTITY

Montana Job Training Partnership, Inc. (MJTP) serves as grant recipient and Administrative Entity for the Service Delivery Areas. MJTP, on behalf of the SDAs and their Private Industry Councils, administers the job training plans; provides oversight and program evaluation; and provides technical assistance to program operators as needed.

JOB TRAINING PARTNERSHIP ACT (JTPA) AND STATE JOB TRAINING FUNDING FLOW CHART



JTPA FUNDING PROCESS

Through the JTPA funding process, 78% of Title IIA funds is allocated to Montana's Service Delivery Areas and 22% retained at the State level. The 22% includes:

- 8% - for coordination with education grants;
- 5% - for the governor's coordination programs (councils, audits, etc.);
- 3% - Older Worker program; and
- 6% - for incentive and technical assistance grants.

The remaining 78% of Title IIA funds are distributed to the two Service Delivery Areas using a funding split set by a national formula and based on local conditions. In PY'90 the BOS Service Delivery Area received 86% of Montana's Title IIA funds while the CEP Service Delivery Area received 14%.

All subrecipients of the 22% monies and 78% monies are selected and funded through a Request For Proposal process.

JTPA AND STATE FUNDING

JULY 1, 1990 TO JUNE 30, 1991

IIA Adult and Youth Training (78%).....	\$6,007,334
Education Coordination (8%)	\$ 578,446
Older Workers (3%)	\$ 216,917
State Administration (5%)	\$ 361,529
Incentive Funds & Technical Assistance (6%).....	\$ 433,835
IIB Summer Youth Employment and Training Program	\$2,869,489
(Calendar Year <u>May 1, 1990</u> to <u>September 30, 1990</u>)	
Title III EDWAA	
40% Governor's Reserve	\$ 681,727
50% to SDAs by Formula	\$ 852,160
10% to SDAs Based on Need	\$ 170,432
Title III Discretionary Funds.....	\$ 381,050
(Granted on demonstration of need by the Secretary of the Department of Labor)	
Title IVC Veterans Grant	\$ 55,000
State Displaced Homemaker	\$ 216,760

MEASURING PERFORMANCE

The State of Montana, in recognizing that job training is an investment in human capital and not an expense, agrees to comply with federal performance standards set by the U.S. Secretary of Labor to measure the return on this investment.

The Research and Analysis Bureau of the Research, Safety and Training Division makes calculations to adjust the standards using data elements and adjustment methodology developed by USDOL. The Job Training Coordinating Council recommends performance standards to the Governor after consultation with the service delivery area councils, subrecipients and the general public. The JTCC reviews the adjustment calculations annually to determine whether to adjust the Secretary's performance standards.

Performance standards are used to evaluate JTPA impacts and to calculate incentive awards.

The performance standard range for both Weekly Earnings standards is calculated using the National Model. The other four Title IIA standards are the National Standards.

Four of the core performance standards are **Followup Standards**. The intent of these followup standards is to measure:

- an increase in total earnings 13 weeks after termination over earnings prior to application to the program;
- a substantial number of participants shall have retained their jobs 13 weeks following placement;
- a reduction in the amounts of welfare cash payments to participants; and
- a reduction in the number of participants and families receiving cash welfare payments.

Telephone followup contacts are made on a statistically valid random sample of former adult participants 13 weeks after termination from Title IIA or Title III programs. The followup system is designed to provide information useful in evaluating the effectiveness of JTPA programs. The system also asks the participant to evaluate the services and training received.

For PY'90 the JTCC adopted these performance standards:

IIA ADULTS included three followup measures. They were:

- followup employment rate; followup weekly earnings; and
26 week followup interim research standard. (26 week follow up on those participants that were employed during the reference week of the 13 week followup)

WELFARE RECIPIENTS also included three followup measures. They were:

- welfare followup employment rate; welfare followup weekly earnings; and
welfare 26 week followup interim research standard. (26 week follow up on those participants that were employed during the reference week of the 13 week followup)

IIA YOUTH included two measures. They were:

- entered employment rate; and employability enhancement rate

IIB YOUTH - Positive termination rate

EDWAA (TITLE III) - entered employment rate

DISPLACED HOMEMAKER PROGRAM

- entered employment rate; average wage at placement; and
cost per entered employment

3% OLDER WORKER

- entered employment rate; average wage at placement; and
cost per entered employment

IVC VETERANS SERVICES - targeted wage at entry

In addition to the federally mandated performance standards, the JTCC adopted two state performance standards: (1) service to participants with multiple barriers; and (2) economic development training activities.

JULY 1, 1990 THROUGH JUNE 30, 1991 YEAR-END PERFORMANCE

STATEWIDE PROGRAMS

<u>PROGRAM</u>	<u>STANDARD</u>	<u>PERFORMANCE</u>
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EDWAA 40%

Entered Employment Rate	67.0%	81.3%
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3% Older Worker

Entered Employment Rate	62.0%	76.3%
Wage at Placement	\$ 5.00	\$ 5.89
Cost per Entered Employment	\$4,500.00	\$ 3,410.00

State Displaced Homemaker

Entered Employment Rate	62.0%	74.1%
Wage at Placement	\$ 5.00	\$ 5.61
Cost per Entered Employment	\$4,500.00	\$ 1,670.00

JULY 1, 1990 THROUGH JUNE 30, 1991 YEAR-END PERFORMANCE

SERVICE DELIVERY AREA PROGRAMS

<u>SERVICE DELIVERY AREA</u>	<u>STANDARD</u>	<u>PERFORMANCE</u>
<u>BOS</u>		
IIA Followup Employment Rate	62%	66.8%
IIA Followup Weekly Earnings	\$189.74 - \$213.74	\$214.32
IIA Followup Welfare Employment Rate	51%	57.2%
IIA Followup Welfare Weekly Earnings	\$182.95 - \$208.95	\$202.78
IIA Youth Entered Employment Rate	45%	65.7%
IIA Youth Employability Enhancement Rate	33%	38.3%
EDWAA Formula Entered Employment Rate	67%	83.2%
EDWAA Discretionary Entered Employment Rate	67%	81.9%
<u>ADDITIONAL INCENTIVE AWARD STANDARDS</u>		
Adult Barriers	50%	82.2%
Youth Barriers	50%	77.6%
Economic Development (Adult)	25%	40.0%

<u>CEP</u>		
IIA Followup Employment Rate	62%	69.7%
IIA Followup Weekly Earnings	\$183.91 - \$207.91	\$224.90
IIA Followup Welfare Employment Rate	51%	58.7%
IIA Followup Welfare Weekly Earnings	\$176.61 - \$202.61	\$194.91
IIA Youth Entered Employment Rate	45%	63.9%
IIA Youth Employability Enhancement Rate	33%	46.3%
EDWAA Formula Entered Employment Rate	67%	83.6%
<u>ADDITIONAL INCENTIVE AWARD STANDARDS</u>		
Adult Barriers	50%	82.6%
Youth Barriers	50%	75.2%
Economic Development (Adult)	25%	32.0%

PARTICIPANT CHARACTERISTICS, PERCENT OF TOTAL SERVED

BASED ON TERMINATION DATA

STATEWIDE PROGRAMS

Program	Characteristics	Total Adults	Adult Welfare	Youth	*Percentage
<u>8% Education</u>	Male	140	25	120	
	Female	217	94	135	
	School Drop-out	76	35	58	
	Minority	72	33	58	
	Youth			255	
	Entered Unsubsidized Employment	108			30%
			23		19%
				34	13%
<u>3% Older Worker</u>	Male	37	4	N/A	
	Female	43	4	N/A	
	School Drop-out	14	4	N/A	
	Minority	6		N/A	
	Entered Unsubsidized Employment	61			76%
			4		50%
<u>IVC Veterans</u>	Male	24	0	0	
	Female	1	0	0	
	School Drop-out	0	0	0	
	Minority	8	0	0	
	Entered Unsubsidized Employment	24	0	0	96%
<u>EDWAA</u>	Male	238			
	Female	119			
	School Drop-out	30			
	Minority	35			
	29 and Under	86			
	Entered Unsubsidized Employment	<u>Total</u>	122		34%
NOTE: - EDWAA report has data for youth 29 and under - There is no data for Adult Welfare as there is no Economically Disadvantaged requirement in EDWAA					
<u>State Displaced Homemakers</u>	Male	2	1	0	
	Female	160	30	8	
	School Drop-out	10	2	3	
	Minority	20	10	1	
	Entered Unsubsidized Employment	122			75%
			23		74%
				5	42%

* Percent of total terminations entering unsubsidized Employment

PARTICIPANT CHARACTERISTICS, PERCENT OF TOTAL SERVED

BASED ON TERMINATION DATA SERVICE DELIVERY AREA PROGRAMS

CEP SDA

Program	Characteristics	Total Adults	Adult Welfare	Youth	*Percentage
IIA ADULT AND YOUTH	Male	94	28	48	
	Female	141	58	86	
	School Drop-out	28	13	29	
	Minority	19	7	15	
	Youth 14-21			134	
Entered Unsubsidized Employment		179			76%
			55		64%
				85	63%

EDWAA 50%

Male	110				
Female	37				
School Drop-out	12				
Minority	16				
29 and Under	39				
Entered Unsubsidized Employment		<u>Total</u>	28		46%

BOS SDA

Program	Characteristics	Total Adults	Adult Welfare	Youth	*Percentage
IIA ADULT AND YOUTH	Male	466	65	337	
	Female	708	248	439	
	School Drop-out	101	37	180	
	Minority	187	75	140	
	Youth 14-21			776	
Entered Unsubsidized Employment		881			75%
			201		64%
				481	62%

EDWAA 50%

Male	345				
Female	142				
School Drop-out	46				
Minority	57				
29 and Under	111				
Entered Unsubsidized Employment		<u>Total</u>	28		46%

EDWAA TITLE III DISCRETIONARY

Male	66				
Female	6				
School Drop-out	11				
Minority	7				
29 and Under	7				
Entered Unsubsidized Employment		<u>Total</u>	37		51%

* Percent of total terminations entering unsubsidized Employment
 EDWAA NOTE: - EDWAA report has data for participants 29 and under
 - There is no data for Adult Welfare

ADULT PROGRAMS

EMPLOYMENT SERVICES

Employment services are provided across Montana in several communities.

The state Job Service serves as Montana's largest JTPA program operator with offices in 23 communities to serve unemployed individuals and supply employers with a source of well-trained and qualified workers.

Other providers of JTPA employment services include Montana's Human Resource Centers, the Montana Department of Social and Rehabilitative Services, and the Montana AFL-CIO Project Challenge Work Again program.

DISPLACED HOMEMAKER PROGRAMS

The Displaced Homemaker programs are designed to help individuals who have not worked in the labor force for at least three years - and who have lost income support after being financially dependent on another family member, public assistance, etc. Because of specially-designed programs that stress self-image enhancement, career counseling, on-the-job training and job search assistance, displaced homemakers are able to find employment and achieve both independence and economic security.

To meet the needs of displaced homemakers, Montana coordinated the joint funding of a portion of Title IIA with allocations from the State Displaced Homemaker Program created by the State Legislature (Title 39, Chapter 7, Part 3, MCA). The statewide program is under the domain of the Job Training Coordinating Council (JTCC) for oversight, planning, funding and policy decisions.

In PY'90 - Participants enrolled and tracked under this program met eligibility requirements similar to Title IIA displaced homemaker programs, except that participants did not need to be economically disadvantaged. Because of this difference, the program was able to help displaced homemakers before they had depleted their financial resources. There were eleven State Displaced Homemakers Centers in PY'90. Most of the State Displaced Homemaker centers also run the Title IIA Displaced Homemaker Program.

SERVICES TO THE HANDICAPPED

Montana's Department of Social and Rehabilitative Services is the state's major JTPA service provider for handicapped individuals.

Program operators stress in-depth assessment and careful selection of vocational goals for each participant. Long-term classroom training is tailored, and referrals made, according to individual needs. Quality placements, combined with post-program followup, promote employment opportunities and independence for handicapped individuals.

YOUTH PROGRAMS

TITLE IIA YOUTH SERVICES

A portion of Title IIA funds that pass directly to Montana's Service Delivery Areas (SDAs) must be used to serve eligible youths from 16 to 22 years of age. The portion of funds corresponds with the percentage of 16 to 22-year-olds in the SDA population.

TITLE IIB SUMMER YOUTH PROGRAM

The Title IIB Summer Youth Employment and Training Program (SYETP) introduces eligible youths as young as 14 years of age to the world of work. The program's goal is to keep youths in school, or encourage them to return to school, while providing them with income and work experience.

EDWAA TITLE III DISLOCATED WORKER ASSISTANCE

The purpose of the EDWAA program, is to help dislocated workers quickly re-enter the labor force. There are no income requirements for eligibility into the program. Dislocated Montana workers can be served by programs which provide skills evaluation, career counseling, and job training and retraining. Relocation assistance and on-the-job training are also available along with layoff survival workshops, motivational training, supportive services, and financial counseling. This transitional assistance also attempts to move workers from declining industries into industries that are projected to have stable employment prospects. The Dislocated Worker Unit is contained within the Montana Department of Labor and Industry's Apprenticeship and Training Bureau.

In Montana, 50 percent of EDWAA funds are distributed to the state's two SubState Areas (SSAs) based on formula, 10 percent to the SSAs based on need, and 40 percent is distributed at the governor's discretion. Governor's Discretionary funds were allocated this program year for rapid layoff assistance response and readjustment and retraining services to dislocated workers.

Dislocated workers are those individuals who become unemployed because of technological change, reduction in work force, plant closing or permanent layoffs resulting from economic downturns or changing labor demands, or other changes in the local or national economy. They have limited opportunities for re-employment in their usual occupations in the same geographic areas - and face an extended period of unemployment. Eligible dislocated workers include individuals who:

- Have been terminated or laid off from their jobs, and are unlikely to return to their previous jobs or industries;
- are long-term unemployed and have limited opportunities for becoming re-employed in the same, or similar, occupations which they are trained in; and
- were self-employed (including farmers and ranchers) and are unemployed because of general economic conditions in their communities, or because of natural disasters.

Montana has two dislocated worker program operators; the **Montana State AFL-CIO** and the **Montana Job Service**:

- The **Montana Job Service** receives 40% of the Governor's Reserve and operates a rapid-response delivery system designed to respond within 48 hours to layoff and plant closing notifications. Trained Job Service personnel travel to affected communities to plan and coordinate services to employers and dislocated workers. Local Job Service offices around the state also offer basic readjustment and retraining services to eligible dislocated workers.
- The **Montana State AFL-CIO** receives the 60% (50% formula and 10% needs directed) allocated to the SSAs and operates the Project Challenge: Work Again program which utilizes a network of community site coordinators specializing in the areas of skills and literacy evaluation, career counseling and job-seeking skill building. The program also provides supportive services and retraining needed for re-employment.

The Dislocated Worker Unit contracts Rapid Response functions through a subgrant agreement with the Job Service Division. The contract establishes a Rapid Response team to respond to a plant closing or a substantial lay off, as needed. Some Rapid Response responsibilities include:

- Establish on-site contact with employer and employee representatives to provide information and emergency assistance to a particular closure or layoff.
- provide technical advice as well as information on sources of assistance and liaison with other public and private services and programs; and
- assist employers and their workers cope with the problems of a plant closures.

During **1990-1991** the Montana Dislocated Worker Unit Rapid Response team was very active in meeting the needs of employers and dislocated workers across the State.

DISCRETIONARY EDWAA GRANTS

Discretionary EDWAA grants provided additional funding during the program year.

In **PY'90** the Champion International Discretionary Project continued. This project was designed to provide basic readjustment, retraining and other EDWAA services to workers laid off from the Champion Intermountain Mill in Missoula.

GOVERNOR'S SET-ASIDE PROGRAMS (22%)

Twenty-two percent (22%) of the Title IIA funds allocated to Montana is set-aside for special uses.

- 3% for Older Worker Programs
- 5% for State Administration
- 6% for incentives and/or technical assistance
- 8% for coordination with education

JOB TRAINING FOR OLDER WORKERS (3%)

Unemployed people age 55 or older often have difficulty finding employment, and need updated skill training or retraining. Three percent of Title IIA funds is earmarked for programs designed to assist economically disadvantaged individuals aged 55 and over. The Older Worker Programs also coordinate with other employment service programs.

July 1, 1990 - June 30, 1991 - Older Worker Program services were provided by nine program operators throughout the state which included seven Human Resource Development Councils, Butte's Career Futures, and the Great Falls YWCA. Services included employability assessment, vocational skills training and retraining, on-the-job training, confidence building and job search skills.

INCENTIVE GRANTS AND TECHNICAL ASSISTANCE (6%)

Six percent of Title IIA funds are used to reward exemplary performance - and to provide technical assistance to Service Delivery Areas in the state for activities directly related to program performance. Each state is responsible for determining how these funds will be distributed. In Montana, the Job Training Coordinating Council and both Service Delivery Area Private Industry Councils establish incentive policy and administer six-percent funds.

Title IIA program operators who meet or exceed performance standards are awarded incentive grants which are used to serve additional Title IIA participants.

Six percent funds not determined as required for incentive awards, will be reserved for providing outreach and technical assistance to improve and enhance job training operations, and labor market information.

- PY'90 - Department of Labor and Industry's Research and Analysis Bureau received six-percent funding for labor market data collection and research.
- PY'90 - remaining funds were used for the following: (1) State staff in conjunction with SDA staff provided regional technical assistance and training workshops to program operators in Billings and Helena; and (2) to provide additional funds for the annual Spring Displaced Homemaker Inservice held in Glendive.

EDUCATIONAL COORDINATION AND GRANTS (8%)

The Job Training Partnership Act provides that eight percent of Title IIA funds be used to carry out coordinated statewide education and training activities for Title IIA JTPA participants. Of those available funds, 20 percent is used for program coordination - and 80 percent, which must be matched, is used to provide education and training services directly to JTPA program participants. The state's Office of Public Instruction (OPI) receives these funds and disburses them to nine communities in Montana.

Carl D. Perkins Vocational Education Act funds and JTPA eight-percent funds are often combined for these education programs.

Through contracts with OPI, 8% program operators provide basic education, classroom training and World of Work services.

ADMINISTRATION AND AUDITS (5%)

The remaining five percent of the funds is allocated for statewide use. At the discretion of the Job Training Coordinating Council, these funds are used for audits and administration of programs under JTCC jurisdiction.

- 1990 - 1991 - five percent funded the Women In Employment Advisory Council (WIEAC). WIEAC is the Governor's advisory council that deals with issues related to women in the labor force.

FEDERALLY ADMINISTERED PROGRAMS

TITLE IVC VETERANS SERVICES

JTPA's Title IVC program assist veterans of United States military service in obtaining long-term employment through a variety of JTPA training programs.

Title IVC targets the hard-to-serve, especially Vietnam Theater, minority and special disabled (30% or more) veterans and veterans who have recently separated from military service.

The Department of Labor and Industry's Research, Safety and Training Division provides oversight of Title IVC.

Veterans received services from counselors in job market information, veteran's benefits, education and training opportunities, supportive services, resume preparation, interviewing and job search techniques.

- PY'90 - the Job Service Division and Action for Eastern Montana operated this program with On-the-Job Training as the preferred component for veterans in this program.
- PY'90 - Title IVC performance standards included a targeted wage at entry (\$5.33 for Montana) and a required percent of service to veteran target groups. Operators well exceeded planned entry wages as their participants completed training and became full-time, unsubsidized employees.

EVALUATION OF COORDINATION

The Council considers coordination and cooperation between agencies the key element in the successful delivery of Job Training services.

- In PY'90, coordination and cooperation was a priority goal for the Council.

JTPA programs are responding to the new initiatives of federal and state lawmakers and are building coordination with other agencies in a variety of ways:

The Job Opportunity and Basic Skills Training (JOBS) for welfare recipient under the federal Family Support Act.

Partners:

JTPA programs

Department of Social and Rehabilitative Services;

JTPA Dislocated Worker Unit - responsible for statewide rapid response to workers, companies, and communities experiencing mass layoffs and plant closures.

Partners:

Research, Safety and Training Division

Montana Job Training Partnership, Inc.

Montana State AFL-CIO

Job Service

Interagency task force in each location;

Cooperative Agreement for Education Coordination

Partners:

JTPA service providers

Research, Safety and Training Division

Office of Public Instruction

Local Adult Basic Education Programs

In 1990 interagency coordination was evident through the Job Training Coordinating Council's review and comment of the Job Opportunity Basic Skills (JOBS) Plan; the Carl Perkins Plan (Vocational Education Act) and the Wagner Peyser Plan. In its approval these Plans the Council emphasized and encouraged coordinated delivery of service between these programs and employment training related efforts.

The 1990 Service Delivery Areas' Annual Planning Session included participation by the Job Training Coordinating Council. JTCC members worked with BOS and CEP council members to clarify their functions in policy development and coordination.

In 1990 EDWAA program operators met to discuss coordination issues in addition to state, local and regional cooperation.

In 1990 staff from RSTD participated as panel members at the Montana Vocational Education Conference on "A Quality Workforce - The Key to Economic Development".

HIGHLIGHTS OF JTPA ACTIVITIES PY'90

STATE AND FEDERAL LEGISLATION

January 1991 - Additional funding appropriated by Montana's Legislation to supplement lost JTPA dollars with Unemployment Insurance (U.I.) Administration dollars for inclusion into subgrant budgets for 1991-1992.

ACHIEVEMENTS OF THE JTCC

- provided program management guidance;
 - reviewed plans and programs of coordinating agencies that provide education, and employment and training services;
 - assisted in developing planning and oversight procedures; and
 - recommended program performance standards;
-

JTPA ALUMNI HONORED

The first national JTPA Alumni Week was celebrated August 27 - September 3, 1990 to honor Montana's special alumni of the Job Training Partnership Act. Alumni week ceremonies included:

- luncheons in Malta, Butte, Miles City, Bozeman and Havre;
- receptions in Hamilton, Helena, and Anaconda;
- an ice cream social in Billings;
- a barbecue in Lewistown; and
- a breakfast in Missoula.

During the ceremonies the SDAs recognized successful alumni and honored their achievements. These award winners overcame adversity and are now contributing their skills to Montana's economy and quality of life.

JTPA IS WORKING FOR MONTANA

GOOD NEWS: PARTICIPANTS GAIN SELF-CONFIDENCE AND ATTAIN EMPLOYMENT THROUGH PROGRAM

Carrie was near panic thinking about what would happen to her emotionally, physically and financially when her husband filed for divorce. Carrie's greatest concerns were her financial future. She had married right out of high school. Her husband's job required frequent relocations, so Carrie's employment history was sporadic and included mostly entry-level jobs.

Carrie learned of the Career Futures Displaced Homemaker Program through the recommendations of a friend who had enrolled in the program four years earlier and had made major life changes. Even before completing Career Futures' four weeks Prevocational, Motivational, and Attitudinal Training Program, Carrie started a full-time job as an advertisement salesperson for a local radio station. Her community contacts were broadened and she established solid rapport with her advertisement clients. Carrie recently changed jobs. Her new employer was someone with whom she had worked when selling radio advertisement. The new employer was so impressed with Carrie as a radio advertising sales person, that he offered her a job within his company at a higher pay rate.

Marguerite was a displaced homemaker and long-term AFDC recipient when she enrolled in Career Training Institute's displaced homemaker program in September of 1990. Not only was Marguerite lacking in significant work history, she also had two handicaps. In Marguerite's words, "CTI helped me to obtain the necessary computer skills needed to overcome these barriers. The fact that I have been able to go off welfare has been a major accomplishment in my life." Currently, Marguerite is employment by the Department of Administration in the capacity of Word Processor Operator.

To sum, JTPA works in Montana to provide:

- trained skilled workers;
- qualified job applicants;
- retrained dislocated workers;
- services to youth; and
- set-aside programs for older workers.

STATEWIDE PROGRAM OPERATOR LISTS

State Funded Displaced Homemakers

The Women's Center YWCA
909 Wyoming Avenue
Billings, MT 59101
(406) 245-6879

Donna Porter
17½ Last Chance Gulch
Helena, MT 59601
(406) 443-0800

Career Transitions
321 East Main Street
Suite 215
Bozeman, MT 59715
(406) 587-1721

Women in Transition
NW Montana Human Resources
P.O. Box 1058
Kalispell, MT 59901
(406) 752-6565

Career Futures
44 East Park Plaza
Butte, MT 59701
(406) 723-9101

District VI HRDC
Suite 203, Centennial Plaza
300 First Avenue North
Lewistown, MT 59457
(406) 538-7488
1-800-543-6671

Action for Eastern Montana
111 West Bell
Glendive, MT 59330
(406) 365-3364

Miles Community College
2715 Dickinson
Miles City, MT 59301
(406) 232-3031

Workplace/YWCA
104 2nd Street South, Suite 200
Great Falls, MT 59405
(406) 727-0966
1-800-423-4429

New Horizons YWCA
1130 West Broadway
Missoula, MT 59802
(406) 543-6768

District IV HRDC
P.O. Box 1509
Havre, MT 59501
(406) 265-6743

3% Older Workers

District VII HRDC
17 North 31st Street
Billings, MT 59103
(406) 248-1477

District IX HRDC
321 E. Main Street, Suite 300
Bozeman, MT 59715
(406) 585-3538

Career Futures
44 East Park Plaza
Butte, MT 59701
(406) 723-9101

Workplace/YWCA
104 2nd St. South, Suite 200
Great Falls, MT 59405
(406) 727-0966
1-800-423-4429

District IV HRDC
P.O. Box 1509
Suite 109, College Park Plaza
Havre, MT 59501
(406) 265-6743

NW Montana Human Resources
P.O. Box 1058
Kalispell, MT 59901
(406) 752-6565

District VI HRDC
Suite 203, Centennial Plaza
300 First Avenue North
Lewistown, MT 59457
(406) 538-7488
1-800-543-6671

District VI HRDC
617 South Higgins
Missoula, MT 59802
(406) 728-3710

8% Education

Jim Whealon
Office of Public Instruction
State Capitol
Helena, MT 59620
(406) 444-2413

Billings Job Service
624 N. 24th Street
Billings, MT 59103
(406) 248-7371

Butte High School District #1
111 North Montana
Butte, MT 59701
(406) 782-1354

Dawson Community College
P.O. Box 421
Glendive, MT 59330
(406) 365-3364

Adult & Continuing Education
P.O. Box 2428
915 First Avenue South
Great Falls, MT 59405
(406) 791-2301

Adult Learning Center
815 Front Street
Helena, MT 59601
(406) 442-2571

NW Montana Human Resources
P.O. Box 1058
Kalispell, MT 59901
(406) 752-6565

Adult & Continuing Education
915 South Avenue West
Missoula, MT 59801
(406) 549-8765

IVC Veterans

Job Service Division
Montana Department of Labor and
Industry
P.O. Box 1728
Helena, MT 59624
(406) 444-4100

Action for Eastern Montana
111 West Bell
Glendive, MT 59330
(406) 365-3364

Dislocated Workers (EDWAA) 40%

Job Service Division
Montana Department of Labor and
Industry
P.O. Box 1728
Helena, MT 59624
(406) 444-4100

This Annual Report is prepared in accordance with Public Law 97-300 (JTPA) by the staff to the Montana State Job Training Coordinating Council and produced within the Montana Department of Labor and Industry.

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Apprenticeship and Training Bureau
Research, Safety and Training Division
Montana Department of Labor and Industry
P.O. Box 1728
Helena, Montana 59624
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All programs in the State of Montana provide equal opportunity employment.

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